



COMMONWEALTH of VIRGINIA

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MEMORANDUM

TO: Community Services Board and Local Government Department Executive Directors
and Behavioral Health Authority Chief Executive Officer
State Hospital and Training Center Directors
State Board of Behavioral Health and Developmental Services Members
Behavioral Health and Developmental Services Advocates

FROM: Paul R. Gilding
Community Contracting Director

SUBJECT: FY 2012 Performance Contract and Partnership Agreement Exposure Drafts

DATE: December 31, 2010

Sections 37.2-508 and 37.2-608 of the Code of Virginia require the Department to make the standard performance contract form that it intends to use for Fiscal Year (FY) 2012 available six months before the beginning of the fiscal year and to solicit public comments about it for 60 days. The attached exposure drafts meet this requirement.

Exposure drafts of the FY 2012 Community Services Board Performance Contract and the FY 2012 Central Office, State Facility, and Community Services Board Partnership Agreement, the contract documents, and the Community Services Board Administrative Requirements are attached for your review and comment. The documents are distributed electronically and are available on the Department's web site at www.dbhds.virginia.gov/OCC-default.htm. Changes from the FY 2011 documents are highlighted in **red text**; additions are shown with **underlined text**, and deletions are shown with **stricken text**. Minor editorial changes or clarifying text, such as inserting behavioral health services in place of mental health and substance abuse services or changing routine dates such as the contract term, are not highlighted in red text or shown with editing marks.

Performance Contract Changes

1. Two outdated requirements in section 4.c.5.) for receipt of new PACT funds are deleted.
2. References to discharge protocols are updated, and language about discharge protocols for training centers is added in sections 4.c.7.) on page 4, 7.b.3.) on page 11, and 7.c.5.) on page 12.
3. Language in section 5 on page 5 allowing a CSB to include only the minimum 10 percent local matching funds, which has been used by only one administrative policy CSB, is deleted.

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4. Language in section 5.a on page 5 is deleted; it is not necessary since the bases for allocations of state general and federal funds are specified in the preceding sentence.
5. Language is added to sections 6.c.4.) on page 9 and 7.d.5.) on page 13 to ensure other reporting requirements are consistent with CCS 3 and the Core Services Taxonomy.
6. Language is deleted in sections 6.d.1.) on page 9 and 7.e.1.) on page 13 referring to DAP funds as restricted since they are no longer restricted.
7. Language is deleted at the end of section 7.g. on page 14 since it is covered in section 10 of the Partnership Agreement.
8. A reference to the Moving Forward Work Group in section 10.c is deleted and the implementation date for electronic health information exchange is changed to 2014.
9. Exhibit A, pages 20 through 28, is revised extensively to reflect changes in restricted state funds contained in the 2010 Appropriation Act and to identify total Medicaid fees by program area on page 20 (AF-1).
10. Throughout Exhibit A, the abbreviation for developmental services is changed to DV.
11. Emergency Services Performance Goal I.C.1 on page 36 in Exhibit B is deleted since it has been met and reporting on it was eliminated in FY 2010.
12. Exhibit E, the Performance Contract Process, is extensively revised to reflect correct dates, elimination of the System Transformation Initiative Report, and a changed due date for the end of the fiscal year performance contract reports from October 1 to September 16. This change is needed to collect data required for the Department's annual report sooner.
13. Exhibit G on page 55 is revised to identify CSBs that function as their own fiscal agents.
14. Exhibit H on page 57 is revised to collect the number of consumers currently receiving services reflecting statutory language about appointments to CSB boards of directors.
15. Language in Exhibit I on page 59 is revised to reflect the content of the performance contract and CARS reports.
16. Language requiring CSBs to report possibly fraudulent transactions to the Department and listing financial management requirements identified by the Department's Internal Audit Director in his reviews of CSBs is added as sections I.A.8 and 9 on page 65.

Partnership Agreement Changes: The agreement is revised to include language about the partners working to implement initiatives in the *Creating Opportunities Plan*. Also, lines are added for the signature of the CSB Chairperson, reflecting the signature page of the contract itself. Finally, minor edits are made for consistency with the Performance Contract or other documents and to reflect current terminology or practice.

Community Services Board Administrative Requirements Changes

1. References to the Financial Management Standards for Community Services Manual on page 3, the Community Services Procurement Manual on pages 4 and 5, and the Community Services Reimbursement Manual on page 5 are deleted, since these documents are no longer current or in effect.
2. References to discharge protocols are updated and language about discharge protocols for training centers is added in Appendix A on page 13.

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3. Introductory language in Appendix C on page 30 is deleted since it is no longer applicable.

If you have any questions about these drafts, please call me at (804) 786-4982 or e-mail me at paul.gilding@dbhds.virginia.gov. Please send your comments and suggested changes, particularly provisions that could be deleted or that need to be added, to me by the **close of business on March 3, 2011**. You can e-mail comments to me or FAX them to (804) 371-0092. Please reference page and section numbers in the documents and include proposed language to address the concerns in your comments; this will be very helpful for the Performance Contract Committee as it continues to work on the FY 2012 contract documents.

After the close of the public comment period, the Performance Contract Committee will consider these comments and suggested changes as it continues to revise the contract. The Committee also may need to consider any legislation enacted by the General Assembly during its session this winter that will affect our services system. The final performance contract for FY 2012 will be finished and distributed by May 6, 2011 to CSBs for their use. Thank you for your participation in this very important public comment process.

Enclosures (3)

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